



NEWSLETTER

October 2016

Volume 3



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CONTACT US

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GENERAL ASSEMBLY CANDIDATE COMMITTEES RETAIN YOUR DOCUMENTATION

As we quickly approach this year's election, treasurers are reminded to keep documentation of all committee expenditures. This includes obtaining copies of all checks written by the committee as well as copies of bank statements. It also includes maintaining records of lease or rental agreements, committee debit card receipts, agreements with campaign workers and/or consultants, invoices and bills, receipts for any reimbursements sought by the candidate or a committee worker, written agreements for any joint expenditures with other committees, etc.



Please also retain copies of all mailings and any other advertising paid for by the committee, invitations to events for which the committee paid for the candidate to attend, and any notices from party committees, legislative leadership committees or legislative caucus committees regarding organization expenditures made on the candidate's behalf.

In the event your committee is selected for a post-election review, all of this documentation will need to be submitted. For more information, please review our [Treasurer's Best Practices Checklist – Records Treasurers Must Obtain, Copy and Keep](#). Thank you for your cooperation and good luck with the rest of your campaign!

Reminder to Candidate Committees – SPEND FUNDS ONLY ON YOUR ELECTION

All candidate committees are reminded that they may only spend funds on their own race supporting their success and/or their opponent's defeat. Committee funds should not be spent on candidates outside your race, including presidential and federal candidates.



STAFF

SPOTLIGHTS

◆ Executive Director and General Counsel Michael J. Brandi will be serving on a panel at the University of New Haven on October 5, 2016 from 6 to 9 pm titled "Clean Elections and Financing Campaigns: Connecticut and Nationwide." He will also be participating on a panel sponsored by the League of Women Voters of Connecticut Education Fund at the Mark Twain House in Hartford on October 29, 2016 from 9 am to 12 pm.

Legal Program Director Shannon Kief will serve on a panel sponsored by the League of Women Voters as well, on October 22, 2016 from 9 am to 12 pm.

Finally, Staff Attorney Joshua Foley will be representing the agency at a lobbying conference taking place on October 6, 2016 at the Lyceum Resource and Conference Center in Hartford.

PAPER FILERS MUST BECOME eCRIS FILERS BY JULY 1, 2017 CONVERT TODAY!

As we discussed in our last newsletter, the Legislature passed a bill earlier this year **mandating electronic filing for the majority of committees registered with the Commission**. Specifically, the following committees will be required to file by eCRIS effective July 1, 2017: (1) candidate committees and exploratory committees of candidates registered with SEEC that raise or spend \$1,000 or more; (2) all state central committees, legislative caucus committees and legislative leadership committees; (3) town committees and political committees registered with SEEC that raise or spend \$1,000 or more during the current calendar year or in the preceding regular election cycle; and (4) any other committees or other persons (including individuals and businesses) who make or obligate to make an independent expenditure in excess of \$1,000 on behalf of a statewide office,

General Assembly, or judge of probate candidate. If a treasurer is able to demonstrate good cause for not being able to file electronically, the Commission may waive the requirement.

Now would be a great time to convert to eCRIS. To set up an account, please visit our eCRIS home page at <http://seec.ct.gov/eCrisHome/index> and click on "Sign Up for eCRIS Account" under "How to Get Started."

If you would like to set up a one-on-one eCRIS training, please contact Elections Officer Sarah Clark at sarah.r.clark@ct.gov or 860-256-2985.

Please keep in mind that you must convert to eCRIS in time for the July 2017 quarterly filing.





STAFF

SPOTLIGHTS

- ◆ On September 30, 2016, IT Manager and former firefighter Douglas Frost put out a fire on a food truck in Bushnell Park. Staff members observed the small fire from SEEC office windows and Doug sprang quickly into action, using a fire extinguisher from his car.
- ◆ Staff Attorney Ryan Burns welcomed his first child on July 29, 2016. Congratulations on the birth of your son, Ryan!



BIENNIAL RE-REGISTRATION FOR ALL ONGOING POLITICAL COMMITTEES

All ongoing political committees are required to file registration statements biennially and they are due this year by November 15, 2016. If there have been no changes since the committee's last registration statement, the treasurer is permitted to file a short statement called the Biennial Re-Registration Without Changes (SEEC Form 3NC for traditional political committees / SEEC Form 8NC for independent expenditure political committees) certifying no changes have occurred. This form may now be completed easily on eCRIS. If the committee has had changes since its last registration statement, an amended registration must be filed (SEEC Form 3 for traditional political committees / SEEC Form 8 for independent expenditure political committees) to report all changes.

This too may be done on eCRIS.

If you have any questions about the biennial re-registration process, please contact Elections Officer Richard Gebo at richard.gebo@ct.gov or 860-256-2940.

Special Note – Please check that all of your officers' email addresses are correct on your most recent registration statement. This is the primary way we contact you to remind you of upcoming filings! If you have not been receiving our reminders, that is because your email address is incorrect.



SECONDARY PAYEES FAQs

In our previous newsletters, we discussed secondary payees which garnered many good questions. We have since posted a page on our website for **Secondary Payees FAQs**. Please take a look and let us know if you have any additional questions.



POLITICAL COMMITTEES MUST REPORT ALL OFFICERS ON REGISTRATION STATEMENT

While reviewing your political committee's most recent registration statement for the biennial re-registration period, please keep in mind that the law requires political committees to list all of its officers in addition to chairperson, treasurer and deputy treasurer.

The term "other officer" means any individual who (1) occupies a title, office or position, other than chairperson, treasurer or deputy treasurer; or (2) serves on an advisory panel of the political committee, such as a steering committee, executive committee, or similar body, for the purpose of influencing or authorizing decisions regarding fundraising, solicitation or expenditure of political committee funds to candidates or to other committees; or (3) participates in the selection of the political committee's chairperson, treasurer or deputy treasurer, or their replacement. The term "other officer" does not apply to legislators with respect to Legislative Leadership and Legislative Caucus committees, but applies to other individuals. If there is such a person who fulfills one of these rules but does not have an official title, they should still be listed. A political committee is not required to have "other officers," but must report them if it does.

If you have not listed all of your officers on the second page of the committee's most recent registration statement (SEEC Form 3 for traditional political committees / SEEC Form 8 for independent expenditure political committees), please take this biennial re-registration period as an opportunity to amend the registration to reflect this mandated information.





OCTOBER AND NOVEMBER FILINGS

All registered committees have filings due soon! All candidate committees have the October quarterly report due October 11, 2016 and those in CEP races will have three supplemental reports due soon as well. Those candidate committees in non-CEP races will have the seventh day preceding the election filing due in early November. All town committees and political committees have to file the October quarterly report and the seventh day preceding the election filing, regardless of whether they have had any financial activity during the covered periods. Some treasurers may wonder whether they need to file the seventh day preceding the election filing if the committee had no activity. In even years, yes, you must! Finally, state central committees have a filing due the twelfth day preceding the election.

All treasurers should have received filing notices with specific information about when, how, and what to file. Those notices are also available on our [website](#).

CONTACT US

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eCRIS Home Page: seec.ct.gov/ecris

